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**Coalition Labor Agreement (CLA) - Appendix for 272**  
**Agreement Between King County**  
**And**  
**Washington State Council of County and City Employees, Council 2, Local 2084-FM**  
**Department of Executive Services, Facilities Management Division**

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**AGREEMENT BETWEEN  
KING COUNTY  
AND  
WASHINGTON STATE COUNCIL OF COUNTY AND CITY EMPLOYEES  
LOCAL 2084-FM**

These Articles constitute an Agreement between King County (County) and the Washington State Council of County and City Employees, Local 2084-FM (Union).

**ARTICLE 1: LABOR-MANAGEMENT COMMITTEE**

**1.1 Labor-Management Committee:**

A. The parties agree to establish a Labor-Management Committee (LMC) which shall be authorized, consistent with applicable laws and the terms of this Agreement, to use principles of interest-based bargaining to interpret, apply, and resolve issues affecting Labor and/or Management.

B. The role of the JLMC is to oversee the tasks and/or committees called for in this Agreement, and those that it establishes, and to provide the necessary coordination on matters involving the following principles:

- To deal jointly with issues
- To maintain and improve labor-management relations and communications
- Establish commitment, mutual trust, and mutual respect
- To help identify and solve problems
- As a forum to exchange information
- To promote the highest degree of efficiency and responsibility in

performance of the work and the accomplishment of the public purpose of the Facilities Management Division (FMD) in the Department of Executive Services (DES)

- Perform other duties as contained in this Agreement

C. The LMC will meet at least quarterly unless the parties mutually agree to change the schedule provided that no more than one hundred-twenty (120) days shall elapse between meetings. The parties will develop ground rules and other processes and procedures necessary for

1 conducting LMC meetings.

2           **D.** The LMC does not waive or diminish management rights or union rights. The  
3 parties recognize that the LMC may not be able to resolve every issue.

4           **1.2 Definitions:** All words under this Agreement shall have their ordinary and usual meaning  
5 except those words that have been defined under K.C.C. 3.12, as amended.

6  
7 **ARTICLE 2: APPLICATION OF COALITION LABOR AGREEMENT**

8 The CLA shall apply to the individual bargaining unit’s employees as follows:

9           **Section 2.1** The Preamble in its entirety

10           **Section 2.2** All superseding provisions, unless otherwise noted in the CLA or in this  
11 Appendix

12           **Section 2.3** For ease of reference, the following sections, which were previously listed in the  
13 appendix, are covered in the CLA:

- 14           • Purpose pursuant to CLA
- 15           • Union Membership pursuant to CLA Article 37
- 16           • Waiver and Complete Agreement pursuant to CLA Article 46
- 17           • Just Cause Standard pursuant to CLA Article 27
- 18           • Disciplinary Action pursuant to CLA Article 27
- 19           • Right to Representation pursuant to CLA Articles 26 and 27
- 20           • Mileage pursuant to CLA Article 24
- 21           • Subcontracting pursuant to CLA Article 16
- 22           • Safety Standards pursuant to CLA Article 22
- 23           • Holidays pursuant to CLA Article 10
- 24           • Vacation pursuant to CLA Article 32
- 25           • Vacation use on Probation pursuant to CLA Article 32
- 26           • Sick Leave pursuant to CLA Articles 11 and 31
- 27           • Donation of Leaves pursuant to CLA Article 6
- 28           • Organ Donor Leave pursuant to CLA Article 36

- 1 • Bereavement Leave pursuant to CLA Article 8
- 2 • Internal Hiring Exam pursuant to CLA Article 35
- 3 • Jury Duty pursuant to CLA Article 5
- 4 • Volunteer Service pursuant to CLA Article 4
- 5 • Call Out and On Call pursuant to CLA Article 43
- 6 • Work out of Class pursuant to CLA Article 33
- 7 • Dispute Resolution Procedures pursuant to CLA Article 26
- 8 • Non-Discrimination pursuant to CLA Article 39
- 9 • Leave of Absence pursuant to CLA Article 22
- 10 • Bulletin Boards and Electronic Devices pursuant to CLA Article 23
- 11 • Medical, Dental and Life Plan pursuant to CLA Article 25
- 12 • Savings Clause pursuant to Article 30
- 13 • General Wage Increase pursuant to CLA Wages and Article 29
- 14 • Licenses and Certifications pursuant to CLA Article 44
- 15 • Duration pursuant to CLA Article 41

16

17 **ARTICLE 3: UNION RECOGNITION AND MEMBERSHIP**

18       **3.1 Recognition:** The County recognizes the Union as the exclusive bargaining  
19 representative for all employees, other than confidential and supervisory employees, whose job  
20 classifications are listed in Addendum A and who work at Children Family Justice Center (CFJC).

21

22 **ARTICLE 4: RIGHTS OF MANAGEMENT**

23       It is recognized that the County retains the right, except as otherwise provided in this  
24 Agreement, to manage the business of the County and to direct its workforce. Such functions of the  
25 County include, but are not limited to:

26       **A.** Recruit, examine, select, promote, transfer and train employees of its choosing, and to  
27 determine the times and methods of such actions;

28       **B.** Develop and modify class specifications as well as assignment for the salary range for

1 each classification and allocate positions to those classifications;

2 C. Determine the methods, materials and tools to accomplish the work;

3 D. Designate work locations and assign employees to those locations:

4 E. Reduce the workforce due to lack of work, funding or other cause consistent with efficient  
5 management;

6 F. Discipline, suspend, demote or dismiss regular employees for just cause;

7 G. Establish reasonable work rules;

8 H. Assign and direct the work, assign the hours of work and assign employees to shifts of its  
9 designation.

10 All of the functions, rights, powers and authority of the County not specifically abridged,  
11 delegated or modified by this Agreement are recognized by the Union as being retained by the  
12 County.

13  
14 **ARTICLE 5: EMPLOYEE RIGHTS AND SENIORITY**

15 **5.1 Personnel Files:**

16 A. The employee and/or a Union representative may examine the employee's  
17 personnel files if the employee so authorizes in writing. Material placed into the employee's files  
18 relating to job performance or personal character shall be brought to their attention prior to placement  
19 in the file. The employee may challenge the propriety of including it in the files. If, after discussion,  
20 the County retains the material in the file, the employee shall have the right to insert contrary  
21 documentation into the file, or request the removal of a document that is in the file.

22 B. Unauthorized persons shall not have access to employee files or other personal  
23 data relating to the employee. The Director of FMD/designee will determine staff authorized for  
24 access to personnel files maintained in FMD. All persons with the exception of FMD, Department of  
25 Human Resources (DHR), Labor Relations personnel, and Prosecuting Attorney Staff shall record  
26 access to employee files.

27 C. Files maintained by supervisors regarding an employee are considered part of the  
28 employee's personnel file and subject to the requirements of applicable laws and any provisions of

1 this Agreement applicable to personnel files, including allowing employee access to such files.

2         **5.2 Class Specifications:** When the phrase, such as “performs related work as required,” is  
3 incorporated into the text of an official class specification as a representative example of work, the  
4 assignment of such work on a regular and ongoing basis shall be within the essential duties and  
5 responsibilities of the classification. Except as agreed to by the Union and the County, employees  
6 shall not regularly and on an ongoing basis be assigned duties foreign to their classification.

7         **5.3 Personal Property:** Employees whose personal property is damaged during the  
8 performance of their duties shall have same repaired or replaced at County expense; provided, that  
9 such reimbursement shall not exceed five hundred dollars (\$500.00) per incident. Paperwork  
10 necessary to process claims covered under this Section will be initiated by the County with due speed  
11 upon receipt of the claim from the employee.

12         **5.4 Seniority Calculation:** For the purposes of this Agreement, seniority shall be defined as  
13 the length of continuous regular service which includes seniority accrued with the former DYS  
14 without a break in that service.

15         **5.4.1** The calculation of seniority will be accomplished by automatically crediting each  
16 employee at the beginning of the calendar year with the number of regular hours they would be  
17 scheduled to work during the remainder of the calendar year based on their employment status as a  
18 full-time employee. Any leave-without-pay hours will then be subtracted from the total employment  
19 and classification time as it is taken throughout the calendar year.

20         **5.4.2** Part-time regular employees will accrue seniority based on the number of regular hours  
21 compensated during the calendar year, not to exceed a full-time accrual rate.

22         **5.4.3** No employee shall lose seniority due to an absence caused by an on-the-job injury or  
23 otherwise as provided by law (e.g., military leave, FMLA).

24  
25 **ARTICLE 6: HOLIDAY ADMINISTRATION**

26         **6.1 Holiday Compensation:**

27                 **A. Holiday Worked:** Full-time and part-time employees who are eligible for holiday  
28 pay shall receive one and one-half (1-1/2) their base hourly rate of pay for all hours worked on a

1 holiday. This holiday compensation for hours worked on a holiday shall be in addition to the holiday  
2 pay.

3 **B. Holiday on Regular Day off:** Employees who do not work the holiday, because it  
4 is their regular day off, shall either receive an additional day's pay at their regular, straight-time base  
5 rate of pay (prorated for part time employees) or shall at their option receive a substitute holiday to be  
6 used preferably within the same pay period.

7 **6.2 Holiday Staffing:** The Division may use reduced staffing on holidays consistent with  
8 weekend staffing requirements. Volunteers will be sought first for holiday staffing. If there are  
9 insufficient volunteers, employees will be selected by the Supervisor using a rotation process of  
10 employees by classification and seniority. Employees may seek supervisory approval to exchange  
11 their assigned holidays so long as the Division incurs no additional costs. Employees proposing the  
12 exchange must notify their supervisor in writing not less than fourteen (14) days in advance of the  
13 holiday. Any exchange of holiday assignments will obligate both employees to work those days  
14 which they have exchanged.

15  
16 **ARTICLE 7: VACATION REQUESTS AND INCREMENTAL USE**

17 **7.1 Vacation Requests:**

18 **A.** All vacation preferences shall be made on the designated form.

19 **B.** Vacation preference requests for a period beginning May 1 and ending the  
20 following April 30 must be received by management no later than April 1. The vacation schedule  
21 shall be posted on or before May 1.

22 **C.** Vacation preference requests shall be granted on the basis of classification  
23 seniority provided that operations are properly staffed at all times.

24 **D.** Vacation preference requests may be made in increments ranging from one-half  
25 hour's duration up to and including the maximum accumulation available.

26 **E.** Vacation preference requests shall contain a maximum of five (5) time periods or  
27 increments, not to total more than the number of days accumulated, listed in order of priority to the  
28 individual. Employees shall, on the basis of classification seniority, be entitled to approval for only

1 one (1) increment at a time. Employees not granted their first priority increment shall have their  
2 second priority granted on the basis of seniority. Seniority shall also be applied to third, fourth, and  
3 fifth priority requests until all available vacation time is scheduled.

4 F. Vacation requests received after April 1 of a given calendar year shall be approved  
5 in order of their receipt provided that operations are properly staffed at all times. Employees will be  
6 notified whether their vacation request is approved, denied, or contingent based on staffing as soon as  
7 practicable.

8 G. Classification seniority shall not be used to gain approval of a vacation period that  
9 includes the same holiday in two (2) succeeding years.

10 **7.2 Incremental Use of Vacation Time:** Vacation leave may be used in quarter (1/4) hour  
11 increments.

12  
13 **ARTICLE 8: SICK LEAVE INCREMENTAL USE**

14 Sick leave may be used in one quarter (1/4) hour increments.  
15

16 **ARTICLE 9: HOURS OF WORK AND OVERTIME**

17 **9.1 Standard Schedule:** The standard workweek shall consist of forty (40) hours. The  
18 normal workday shall be eight (8) hours. Scheduled days off shall be two (2) consecutive days.  
19 Every effort will be made to accommodate an employee request for alternative work schedules.  
20 County denial of alternative work schedules will be made on the basis of operational need and the  
21 decision to deny the requested alternative schedule will be communicated to the Union.

22 **9.2 Alternative Standard Schedule:** The parties agree that alternate work schedules may be  
23 utilized that are mutually agreed upon in writing by the employee and the manager/designee. The  
24 alternate standard workweek schedule shall be a four (4) day, ten (10) hour day with three (3)  
25 consecutive days off. The County maintains the right to switch the work schedule to a five (5) day,  
26 eight (8) hour workweek during holiday weeks.

27 **9.3 Contractual Overtime :**

28 **A.** Except as otherwise provided in this Article, employees shall be paid at the



1 contractual overtime rate for all hours worked in excess of forty (40) compensable hours per week.

2 All overtime work shall require prior approval from the employee’s supervisor.

3 **B.** The Contractual Overtime Rate for each overtime hour worked shall be one and  
4 one-half times the combined amount of the employee’s hourly base rate of pay and any applicable  
5 pay premium in effect at the time the overtime is worked (known as “time and one-half”). If the  
6 FLSA requires a higher rate of pay for any overtime hours worked, the employee shall be paid the  
7 higher rate of pay pursuant to the FLSA.

8 **9.4 Compensatory Time:** An employee may request, and if the supervisor/designee  
9 approves, may receive time off in lieu of overtime pay. Compensatory time off shall be earned at the  
10 rate of one and one-half (1-1/2) hours for each overtime hour worked. Any balance of compensatory  
11 time hours as of the end of the pay period which includes December 31, shall have those hours paid  
12 out. However, an employee may request approval to carry over up to 40 hours of compensatory time  
13 which must be used by March 31, or it will be cashed out.

14 **9.5 Overtime Assignment:** The LMC may discuss modifying overtime assignment  
15 procedures as necessary. If the LMC proposes changes or modifications to the following procedures,  
16 the parties will present their recommendations to the County and Union authorized bargaining agents  
17 for consideration and, if agreed, they will execute a memorandum of agreement memorializing the  
18 modification of this Agreement.

19 **A. Criteria:**

20 Overtime work will be assigned according to the following criteria in order of importance:

21 **1. Availability:** If an employee wants to be called for overtime work, the  
22 employee must sign up on the overtime list for each classification.

23 **2. Ability to perform the task at hand:** The Maintenance Supervisor will  
24 decide which employees are qualified and possess the skills and abilities required to perform the  
25 overtime work. The time it may take for an employee to arrive at the job may also be considered.

26 **3. Equalization of Overtime Hours:** Every effort will be made to offer  
27 overtime work equally among employees within their classifications who are registered for overtime  
28 work.

**B. Registering for Overtime Work**

1  
2                   1. Custodians and Maintenance Constructors who want to work overtime work  
3 must make their interest known in writing to the supervisor.

4                   2. An employee must give their name and telephone number(s) at which the  
5 employee can be reached. It is the employee’s responsibility to assure that their personal contact  
6 information is current.

7                   3. An employee will be removed from the overtime list when any of the  
8 following occur:

9                               3.1 An employee requests removal from the overtime list by notifying  
10 the supervisor in writing;

11                              3.2 An employee’s contact information does not work or it is out-of-  
12 date; or

13                              3.3 An employee refuses six overtime assignments in a three-month  
14 period.

**C. Overtime Work Notification Procedure**

15                   1. The Maintenance Supervisor will decide when overtime work is required,  
16 the appropriate employee classification required, and the skills and abilities necessary to perform the  
17 work.  
18 work.

19                   2. Custodians and Maintenance Constructors on the overtime list and qualified  
20 to do the available work will be called in the following order:

21                              2.1 The Maintenance Supervisor will call the Custodian or  
22 Maintenance Constructor as appropriate, rotating through the list of employees by seniority.

23                              2.2 The Maintenance Supervisor will continue calling available  
24 employees in the required classification until the Supervisor is able to contact an employee available  
25 to perform the work. The Maintenance Supervisor may, at their discretion, leave messages and  
26 permit responses within a designated time period for employees who do not answer their telephones  
27 when called.

28                              2.3 Employees who are not registered on the overtime list may be

1 called if there is an insufficient number of registered employees available to perform the overtime  
2 work. When such mandatory overtime work is required, the least senior employee in the required  
3 classification will be assigned the work.

4                               **3.** The Maintenance Supervisor will keep a record of employees called for  
5 overtime work and their responses.

6  
7 **ARTICLE 10: WORK-OUT-OF-CLASSIFICATION ADMINISTRATION**

8                               **10.1 Recruitment:**

9                               **10.1.1** The County will circulate among all regular employees a description of the  
10 nature of the assignment, the duration of the assignment, the applicable hourly wage rate, work  
11 schedule, and desirable qualifications. Interested employees will be invited to apply.

12                               **10.1.2** The nature of the application, and the selection process will be determined by  
13 the County.

14                               **10.1.3** The director/designee will make the final decision.

15                               **10.2 Pay at Lower Range:** Employees who work an out of classification assignment outside  
16 of their normal classification where the pay range is less than their current classification will receive  
17 their normal rate of pay for the duration of the assignment.

18                               **10.3 Seniority:** Regular employees who work out of classification shall continue to accrue  
19 seniority within their regular classification.

20  
21 **ARTICLE 11: REDUCTION IN FORCE**

22                               **11.1 Layoff:** Regular employees selected for layoff as a result of efficiencies, lack of funds  
23 and/or a lack of work shall be laid off according to seniority in their classification.

24                               **11.2 Seniority Tie-Breaker:** In the event there are two or more regular employees with the  
25 same classification seniority, the layoff shall be based upon total employment seniority accrued with  
26 FMD including seniority accrued with the former DYS. If the employment seniority is tied, then the  
27 County will decide.

28                               **11.3** An employee subject to layoff may bump the least senior person in a lower classification

1 within the CFJC unit in which the employee has held regular status if qualified to perform the  
2 available work.

3 **11.4 Re-call Rights:** Regular employees laid off shall have recall rights to any vacant  
4 position within their classification for up to two (2) years from the date of layoff. In such cases, the  
5 seniority status accrued at the time of layoff shall be reinstated when the employee returns to regular  
6 employment within the bargaining unit.

7  
8 **ARTICLE 12: UNFAIR LABOR PRACTICE (ULP)**

9 A. Unfair Labor Practice (ULP). The parties agree that thirty (30) days prior to filing  
10 a ULP complaint with Public Employment Relations Commission (PERC), the complaining party  
11 will notify the other party, in writing, meet, and make a good faith attempt to resolve the concerns  
12 unless the deadline for filing with PERC would otherwise pass or the complaining party is seeking a  
13 temporary restraining order as relief for the alleged ULP.

14  
15 **ARTICLE 13: WORK SCHEDULE**

16 **13.1** All newly established regular work schedules (days of work), shifts (hours of work), and  
17 vacant positions in the work unit will be posted for at least fourteen (14) consecutive days.

18 Employees within the same classification will have the opportunity to bid by seniority order for the  
19 work schedule, shift, or vacancy. Absent adequate interest, the County may assign employees within  
20 the classification in the affected work unit to the remaining work schedules, shifts or vacancies by  
21 using inverse order of seniority.

22 **13.2** The manager/designee may temporarily change an employee's work schedule and/or  
23 shift for planned projects. In the event the employee declines the changed schedule, the least senior  
24 employee in the classification will work the changed schedule. Such change will normally require at  
25 least two (2) weeks' notice to the employee.

26 **13.3** The County may temporarily adjust an employee's work schedule and/or shift to  
27 accommodate unplanned projects, emergency repairs, or temporary changes in the hours of operation  
28 of the CFJC and its tenants. Such temporary adjustments shall not exceed four (4) consecutive weeks

1 duration. The County will, when possible, provide at least forty-eight (48) hours advance notice to an  
2 employee(s) before implementing a temporary schedule or shift time adjustment. If the notice to the  
3 employee(s) is less than forty-eight (48) hours, the first adjusted shift will be paid at the overtime rate  
4 of pay. The County will first ask for a qualified volunteer(s). If there is an insufficient number of  
5 volunteers, the County will assign an employee(s) by inverse order of seniority.

6  
7 **ARTICLE 14: WORK STOPPAGES AND EMPLOYER PROTECTION**

8 **14.1 No Work Stoppages:** The County and the Union agree that the public interest requires  
9 efficient and uninterrupted performance of County services and to this end pledge their best efforts to  
10 avoid or eliminate any conduct contrary to this objective. Specifically, the Union shall not cause or  
11 condone any work stoppage, including any strike, slowdown, or refusal to perform any customarily  
12 assigned duties, sick leave absence which is not bona fide, or other interference with County  
13 functions by employees under this Agreement and, should same occur, the Union agrees to take  
14 appropriate steps to end such interference. Any concerted action by employees shall be deemed a  
15 work stoppage if any of the above activities have occurred.

16 **14.2 Union’s Responsibilities:** Upon notification in writing by the County to the Union that  
17 any of its represented employees are engaged in work stoppage, the Union shall immediately, in  
18 writing, order such represented employees to immediately cease engaging in such work stoppage and  
19 provide the County with a copy of such order. In addition, if requested by the County, a responsible  
20 official of the Union shall publicly order such employees to cease engaging in such a work stoppage.

21  
22 **ARTICLE 15: TEMPORARY EMPLOYEES**

23 **15.1** The starting times, work schedules and work location for temporary employees shall be  
24 determined by the manager/designee.

25 **15.2** Temporary employees shall not accrue seniority. However, provided there is no break in  
26 service, temporary employees who are subsequently hired as career service employees shall be able  
27 to apply fifty percent (50%) of straight-time hours worked in temporary positions toward the  
28 probationary period required of all new employees. Credit for hours worked shall be rounded to the

1 nearest half month.

2           **15.3** Temporary employees, except term-limited temporary, shall not be eligible to receive  
3 insured benefits or paid leave except if they meet the criteria provided under KCC 3.12.040(C).

4

5 **ARTICLE 16: TIME, SPACE AND PROPERTY**

6           **16.1 Work Time:** Work time shall not be used for Union business, except as authorized by  
7 the manager/designee for those Union officers necessary for the processing of grievances or handling  
8 representational responsibilities.

9           **16.3 Facilities:** FMD space and facilities may be used by the Union for the purpose of  
10 holding meetings subject to the established policies governing the use of facilities.

11           **16.4 Material:** FMD supplies and equipment shall not be used in performing any function  
12 related to the activities of the Union and in concurrence with the IT Acceptable Use policy.

13

14 **ARTICLE 17: WAGE RATES**

15           **17.1 Pay Ranges:** Pay ranges for each classification are set forth in Addendum A.

16           **17.2 Step Increases:**

17           A. Upon successful completion of at least six (6) months of probationary, an  
18 employee shall be advanced to the next step of the wage scale. If the probationary period is for one  
19 (1) year, the employee shall be advanced to the next step upon satisfactory completion of the first six  
20 (6) months of employment.

21           B. Annual step increases will be given, on each January 1<sup>st</sup>, after the first increase  
22 described in Section 17.2.A if the employee’s work performance and work habits are satisfactory, and  
23 until such time that the employee has reached Step 10. An increase beyond Step 2 is permissive and  
24 may be given at the discretion of the manager/designee.

25           **17.3 Lead Worker:** An employee designated in writing by the Division Director/designee as  
26 “lead worker” shall receive a seven percent (7%) premium in addition to the base wage for all time  
27 assigned. It is understood by the parties that the County may re-open this article for the purpose of  
28 negotiating implementation of a “lead worker” classification.

1           **17.4 Custodian-Floor Care:** An employee assigned in writing by the Division  
2 Director/designee to exclusively perform floorcare shall receive a seven percent (7%) premium in  
3 addition to the base wage for all time so assigned.

4  
5 **ARTICLE 18: SAFETY**

6           **18.1 Commitment to Safety:** The County shall provide and maintain a safe and healthful  
7 workplace and comply with all state and federal laws, rules, and regulations pertaining to workplace  
8 safety and health.

9           **18.2 Workers' Responsibility:** Employees shall follow the safety and health rules, wear  
10 and/or use all required gear and equipment provided by the County and participate in County-  
11 provided safety training.

12           **18.3 Equipment:** No employee shall be required to use equipment which is not in a safe  
13 condition. In the event an employee discovers or identifies unsafe equipment, they will immediately  
14 notify the immediate supervisor in writing. Said equipment shall be repaired or replaced if the  
15 County determines the equipment to be unsafe. At such time as the County determines the equipment  
16 to be safe, the employee will be advised.

17           **18.4 Reporting on Safety Hazards:** It is the responsibility of all employees to report safety  
18 hazards on a timely basis. "Record of Hazard Observed" forms will be available to all employees in  
19 a conspicuous area. When a safety hazard is observed, the employee shall document the hazard on a  
20 "Record of Hazard Observed" form, and turn the form in to their immediate supervisor for  
21 investigation and correction.

22           **18.5 Remediating Safety Hazards:** Once notice of a hazard has been received by the  
23 supervisor, they will investigate the situation and make correction within three (3) working days or  
24 as soon as practicable. In the event more than three (3) working days are needed, upon the Union's  
25 request, the supervisor will provide a written explanation to the reporting employee and the shop  
26 steward as to the reasons for the delay and the anticipated date of correction.

27           **18.6 Safety Committee:** A Safety Committee, consisting of an equal number of employer-  
28 selected and employee-elected members, shall meet at least bimonthly. The Safety Committee shall

1 have the following responsibilities:

2           A. Review the safety and health inspection reports to assist in correction of identified  
3 unsafe conditions or practices.

4           B. Evaluate accident investigations conducted since the last meeting to determine if  
5 the cause of the unsafe acts or condition involved was properly identified and corrected.

6           C. Evaluate the accident and illness prevention program and make recommendations  
7 for improvement where indicated.

8           D. Evaluate and recommend training and equipment needs.

9           Minutes of all Safety Committee meetings shall be posted on the Safety Bulletin Boards and  
10 filed in accordance with WISHA regulations. Safety Committee members shall be in pay status for  
11 time spent in meetings.

12           **18.7 Refusal to Work under Unsafe Conditions:** Employees may refuse to work in  
13 situations where there is reasonable cause to believe that doing so would present an imminent danger  
14 in which death or serious injury could happen immediately.

15           **18.8 Workers' Right to Know:** Material Safety Data Sheets (MSDS) will be available for  
16 reference and review in a conspicuous area accessible to all affected employees.

17           **18.9 Safety Inspections:** Where feasible, a shop steward will accompany Safety Inspectors  
18 on worksite inspections and participate in opening/closing conferences without loss of pay and  
19 benefits.

20           **18.10 Safety Bulletin Board:** There shall be a safety bulletin board in every building where  
21 there are at least eight (8) bargaining unit employees. The bulletin boards will be sufficient in size to  
22 display required posters, accident statistics, Safety Committee meeting minutes, and safety  
23 educational materials.

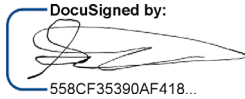
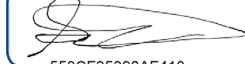
24           **18.11 No Discrimination:** No employee will be disciplined, discriminated against, or  
25 otherwise suffer retaliation for filing a safety complaint or grievance, reporting a hazard, or acting as  
26 a witness in a safety investigation.

27           **18.12 Personal Protective Equipment:** In situations where the law requires that the  
28 employer provide personal protective equipment, including clothing and boots, the County will



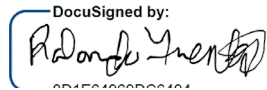
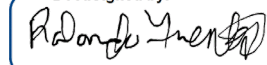
1 provide that equipment at County expense.

2  
3 For Washington State Council of County and City  
4 Employees, Council 2, Local 2084-FM:

5  
6  DocuSigned by:  
7   
8 558CF35390AF418...

9  
10  
11 Suzette Dickerson  
12 Staff Representative

13  
14  
15 For Washington State Council of County and City  
16 Employees, Council 2, Local 2084-FM:

17  
18  DocuSigned by:  
19   
20 024F040000000000...

21  
22 Rolando Fuentes  
23 Local 2084 President

24  
25 For King County:

26  
27  DocuSigned by:  
28   
25601F2BDE904EE...

Nancy Corado, Labor Relations Negotiator  
Office of Labor Relations, Executive Office

**cba Code: 272**

**Union Code: N2**

**Addendum A**

**WAGE ADDENDUM**

**Washington State Council of County and City Employees, Council 2, Local 2084-FM**

**Department of Executive Services, Facilities Management Division**

<b>Job Class Code</b>	<b>PeopleSoft Job Code</b>	<b>Classification Title</b>	<b>Range*</b>
9101100	912102	Custodian	32
8105100	815102	Facilities Maintenance Constructor	45

\* Employees hourly rate will be that rate represented on the King County Squared Hourly Rate Table.

**Certificate Of Completion**

Envelope Id: 74357581E4A34018B4E6735FDFB77530	Status: Completed
Subject: Please DocuSign: Coalition Labor Agreement (CLA) - Appendix for 272 - 272CLAC0122.pdf	
Source Envelope:	
Document Pages: 18	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Carolyn Coleman
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	11943 Sunset Hills Rd
	Reston, VA 20190
	carolyn.coleman@kingcounty.gov
	IP Address: 146.129.84.126

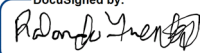
**Record Tracking**

Status: Original	Holder: Carolyn Coleman	Location: DocuSign
7/10/2022 11:16:56 AM	carolyn.coleman@kingcounty.gov	
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: King County-King County Executive Office-Office of Labor Relations	Location: DocuSign

**Signer Events**

Rolando Fuentes  
 rfuentes@kingcounty.gov  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
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**Timestamp**

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 Viewed: 7/12/2022 4:14:28 PM  
 Signed: 7/12/2022 4:16:40 PM

Signature Adoption: Drawn on Device  
 Using IP Address: 146.129.239.72  
 Signed using mobile

**Electronic Record and Signature Disclosure:**  
 Accepted: 7/12/2022 4:14:28 PM  
 ID: 545455eb-548c-4f18-9037-3f7de3011dbd

Suzette Dickerson  
 suzette@douncil2.com  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 558CF35390AF418...

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 Viewed: 7/10/2022 11:18:53 AM  
 Signed: 7/10/2022 11:19:16 AM

Signature Adoption: Drawn on Device  
 Using IP Address: 208.253.71.133  
 Signed using mobile

**Electronic Record and Signature Disclosure:**  
 Accepted: 7/10/2022 11:18:53 AM  
 ID: 3288cc5c-5f6d-4525-9329-f5df7958657a

Nancy Corado  
 ncorado@kingcounty.gov  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 25601F2BDE904EE...

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 Viewed: 7/12/2022 4:17:43 PM  
 Signed: 7/12/2022 4:17:54 PM

Signature Adoption: Pre-selected Style  
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**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

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Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp

<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
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<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
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<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
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Certified Delivered	Security Checked	7/12/2022 4:17:43 PM
Signing Complete	Security Checked	7/12/2022 4:17:54 PM
Completed	Security Checked	7/12/2022 4:17:54 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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<b>Electronic Record and Signature Disclosure</b>
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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [bmconnaughey@kingcounty.gov](mailto:bmconnaughey@kingcounty.gov)

### **To advise King County Sub Account - Office of Labor Relations of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [bmconnaughey@kingcounty.gov](mailto:bmconnaughey@kingcounty.gov) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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- ii. send us an email to [bmcconnaughey@kingcounty.gov](mailto:bmcconnaughey@kingcounty.gov) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify King County Sub Account - Office of Labor Relations as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by King County Sub Account - Office of Labor Relations during the course of your relationship with King County Sub Account - Office of Labor Relations.